

**Housing Trust Sub-Committee: Emergency Rental Assistance Program
Minutes**

July 6, 2020
9:30 – 10:15am
Zoom meeting

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: July 16, 2020
TIME: 9:17 AM

Attendance: Rachel Heller, Gloria Leipzig, Judie Feins, Betsy Lipson

Discussion and next steps:

- Get more information from program administrator, MWCD, about their estimate of number of applicants that may not convert to eligible participants, based on their experience with other towns' programs.
- Will a lottery be necessary? Agree to discuss all details with MWCD.
- Alert Belmont Town Administrator that a quick turn-around on the contract materials is necessary and request permission to use Belmont town logo on outreach materials
- Judie says she not heard back from planning department Jeffrey Wheeler about accessing Housing Trust funds for the landlord mailing. HT has funds available.
- Marketing ideas and process:
 - Complete the flyer and post it – ask MWCD if they will set up a specific web page for the Belmont program.
 - Modify the landlord letter to include 'please forward this link in an email to your tenant(s).'
 - Belmont Light says we can include an insert. Need to find out more details. Judie volunteers to pursue.
 - Add Belmont Chinese American Association and food pantry to our marketing list.
- Betsy will PDF draft flyer and send to subcommittee for editing
- Next meeting Friday 17th 2pm

Submitted by Betsy Lipson